



## Finance & Procedures Overview & Scrutiny Committee

### agenda

Chairman's callover – 6.30pm in the  
Chairman's Briefing Room

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#### *Date*

**15 December 2005**

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#### *Time*

**7.30pm**

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#### *Place*

Committee Room 4  
Civic Suite  
Rayleigh

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#### *Contact*

Margaret Martin

Rochford District Council  
South Street  
Rochford  
Essex  
SS4 1BW

Tel: (01702) 546366  
Fax: (01702) 545737

Email:  
[committee@rochford.gov.uk](mailto:committee@rochford.gov.uk)



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## **Members of the Finance & Procedures Overview & Scrutiny Committee**

Chairman: Cllr K H Hudson  
Vice-Chairman: Cllr P K Savill

Cllr R G S Choppen  
Cllr K J Gordon  
Cllr Mrs S A Harper  
Cllr T Livings

Cllr Mrs J R Lumley  
Cllr P R Robinson  
Cllr P F A Webster

### **Terms of Reference**

To consider the following in accordance with the Overview and Scrutiny Procedures Rules: The Council's budget, the management of its budget, capital and revenue borrowing, assets and audit arrangements, Policies and Strategies of the Council and other bodies which affect the economic, social and political resources available to the District including best value, the community plan, corporate plan, local democracy and the achievement of objective transparent and accountable decision making by the Council.

**The Council's vision is to make Rochford the place of choice in the County to live, work and visit.**

**The Council's principal aims are to:-**

- Provide quality, cost effective services
- Work towards a safer and more caring community
- Promote a green and sustainable environment
- Encourage a thriving local economy
- Improve the quality of life for people in our District
- Maintain and enhance our local heritage

# **A G E N D A**

Page No

**1 Apologies for Absence**

**2 Substitutes**

**3 Non-Members attending**

**4 Minutes of the Meeting held on 8 December 2005**

**5 To Receive Declarations of Interest**

**6 Interim Annual Audit and Inspection Letter 2004/05**

To consider the interim Annual Audit and Inspection Letter 2004/05 issued by PKF concerning the closure of accounts 2004/05 This will be issued under separate cover.

A representative from PKF will attend the meeting.

**7 Outline Audit and Inspection Plan 2005/06** 7.1

To consider the report of the Chief Executive which invites Members to give consideration to the outline Audit and Inspection Plan 2005/06.

**8 Update of Audit Recommendations** 8.1

To consider the report of the Chief Executive which invites Members to agree the monitoring sheets for the external audit recommendations.

**9 Audit Review of Corporate Governance and Risk Management** 9.1

To consider the report of the Chief Executive relating to the monitoring of progress of the Corporate Governance Framework.

**10 Internal Audit Progress Report 2005/06 10.1**

To consider the report of the Chief Executive which provides Members with the opportunity to monitor the progress of the Internal Audit Plan for 2005/06 and agreed the proposed changes to the Audit Plan.

**11 Exclusion of the Press and Public**

To agree that the press and public be excluded from the meeting for the remaining business on the grounds that exempt information as defined in paragraph 14 of Part 1 of Schedule 12A of the Local Government Act 1972 would be disclosed.

**12 Audit Report 12.1**

To consider the exempt report of the Chief Executive which draws Members' attention to completed audit investigations, and provides an update of audit recommendations.

A handwritten signature in black ink, appearing to read 'Paul Warren', with a large, stylized initial 'P'.

Paul Warren  
Chief Executive